



## IWGS SYMPOSIUM HOTEL BOOKING INFORMATION FOR THE COAST HOTEL

**AUGUST 23 – 27, 2023**

We have secured a group discounted room rate of **\$150 (CDN) per night for August 23 & 24<sup>th</sup>, and for \$160 (CDN) per night for August 25 & 26<sup>th</sup>**, for attendees at the Symposium.

<https://www.coasthotels.com/coast-langley-city-hotel-and-convention-centre/rooms>

For international visitor's hotel group booking, you may call the central reservation at **1-800-716-6199** and use the Group code "**CLC-GF9840**".

Or, To book online, follow these instructions:

- 1) <https://www.coasthotels.com/coast-langley-city-hotel-and-convention-centre/rooms>
- 2) **You must select "Accept all Cookies"** at the bottom of the screen the first time you access the site in order to add the discount code.
- 3) Click on Rooms/Dates field, and choose the Dates **August 23-27, 2023**, then click on **Book Now**. (If you don't see the Book Now button on a minimized screen, expand your screen. Its in the lower right-hand corner of the calendar.)
- 4) Click the drop-down on the "**Special Code**" in the upper part of the screen, and a Discount Down box will display.
- 5) Click on it and choose **Group Attendee**, type the Group Code **CLC-GF9840** in the bottom box , and click **ADD**
- 6) A pop up will show **Select & GO**, to take you to the Next Step that shows your group name where you can book and confirm your rooms.
- 7) This next part is a bit quirky. The calendar that will show all dates in a DARK GRAY colour and will indicate your selected dates. When you click on one of the dates selected, the selected date boxes become **white**.
- 8) **You must select the date** you are planning on checking in. If you are not checking in on August 23, select August 24, etc if that will be your check in date. Next, click on the date you are planning to check out within the blocked dates. The selected dates should become dark gray coloured boxes.
- 9) Click on the "**Update Dates of Stay**" box underneath the calendar. It must show as a solid pink colour. If the box is white with a pink border, go back and reconfirm your check-in dates on the calendar.
- 10) Select the type of room you want to book – King or Queen bed. (Suites are an extra rate)
- 11) Fill out the Guest Information and Payment Method.
- 12) If you weren't able to select your room, phone the central booking number above to make your reservation.

Note: You can add on additional days either before or after the 4 day booking block, and get the hotel discounted rate as long as there are rooms still available. You will have to phone to get the additional nights added onto your booking.